

**KEENE BOARD OF EDUCATION
BUILDING FACILITIES and ANCILLARY SERVICES COMMITTEE
Meeting Minutes**

DATE: November 4, 2009

LOCATION: Cheshire Career Center Conference Room, Keene High School, 43 Arch Street, Keene, NH

CALLED TO ORDER: 5:30 p.m.

TIME ADJOURNED: 7:34 p.m.

COMMITTEE MEMBERS PRESENT:

-Mr. Chris Coates, Chair, arrived at 5:58 p.m.

-Mrs. Kristin Blais

-Mrs. Amy Speas, left at 6:15 p.m.

BOARD MEMBERS PRESENT:

-Mrs. Carol Brown

-Mr. Kathleen O'Donnell

-Mr. Carl Panza

-Mr. Neil Donegan

ADMINISTRATORS PRESENT:

-Mr. William Gurney, Co-Superintendent of Schools

-Mr. John Harper, Business Administrator

-Mrs. Maureen Wells, Director of Food Services

-Mr. Tom Remillard, Director of Buildings and Grounds

OTHERS PRESENT:

-Mrs. Dru Fox, Stenographer

-Ms. Sarah Palermo, Keene Sentinel Reporter

-Members of the Public (3)

Mr. Neil Donegan assumed the role of 3rd committee member until the arrival of Mr. Chris Coates at 5:52 p.m. and reassumed role of 3rd committee member upon the exit of Mrs. Amy Speas at 6:15 p.m.

Mrs. Kristin Blais, assumed the role of committee chair until the arrival of Mr. Coates at 5:52 p.m. Mrs. Kristin Blais called the meeting to order at 5:34 p.m.

1. Public Input

Ms. Marcia Winters, 32 Royal Avenue, addressed the committee concerning driveway and right-of-way issues pertaining to the North Campus property. She passed out photographs of the area of concern and talked about the overload of pedestrian traffic cutting through her property. She urged the committee to consider removing that area of gravel and offered to maintain it so that it would not appear to be an unused driveway. She asked that the gate be locked to further deter student traffic. Discussion ensued around the anticipated landscaping, the original intent of the right-of-way, locking the gate, the horticulture department at the high school working with the maintenance department to landscape, right-of-way needs, and pedestrian traffic. Ms. Winter concluded by pointing out the issue of light pollution and enormous amount of light coming from the back of the North Campus and Keene High School buildings and suggested that motion sensor lighting be seriously considered.

Mrs. Kristin McKeon, of 410 Poocham Road, Chesterfield, and owner of property in Keene, asked about the criteria set forth for the selection and prequalification of the contractors appearing on the short list of contractors for the Keene Middle School project. She inquired about the names of contractors on that list, how they were determined, when they will be announced and who participated in the development of the qualifications. Discussion ensued. Mr. Neil Donegan addressed the issue and explained the process and direction presented to the architect for development of that short list by the school board.

2. Approval of Minutes of October 6, 2009

Mr. Neil Donegan made a motion to approve the meeting minutes of October 9, 2009. Mrs. Amy Speas seconded. Vote taken, motion passes, 3-0.

3. Director of Food Services Report

Mrs. Maureen Wells addressed the Board of Health Inspection reports and announced favorable reports for all schools. She talked about the fresh fruits and vegetables grant for Wheelock and Franklin Schools and explained the distribution of fruits and vegetables once a week to the students of those schools. Discussion ensued pertaining to the free and reduced qualification for the grant.

Mrs. Wells then introduced the recently completed Keene High School Product Itemization report dated October 19 to 23, 2009 which appeared in the Keene Food Services packet and explained the results. Discussion ensued.

4. Director of Buildings and Grounds Report

Mr. Tom Remillard reported that the temporary repairs to the bleachers at Alumni Field have been completed and reminded everyone that this is only a 2-3 year fix. He also reported on the recently purchased goal posts and the necessary engineering work to be done prior to their installation in the spring, the additional duct work that was completed and the significant changes in the heating and cooling of the TV studio, the move out of Roosevelt is complete and commended grounds crew and custodians for going above and beyond. He updated the committee on the \$45,000 estimate to patch potholes and repave areas throughout the district and talked appreciatively about the cooperation and loan of roller equipment from BDM Sweeper and Arlington Paving so that we can patch the potholes ourselves.

Mr. Remillard continued his update by explaining the significance of the energy saving photovoltaic panels at Royal Avenue and the smart meter. He talked about high performance classrooms and suggested an open house and public service announcement. Discussion ensued pertaining to reimbursement from the State for a green facility, the air conditioning not yet completed, chips program, commissioning, State approval for the additional 3%, and how reimbursement from the State will come about.

Mr. Tom Remillard then introduced a proposal from the City regarding replacement of the fencing along the front and side of Franklin School. City engineers recently contacted Mr. Remillard regarding future work on the road and sidewalk on Washington Street and in particular in front of Franklin School and requested that we partner with them to replace approximately 270-300 feet of fencing. Mr. Remillard estimated the cost to be in the \$4,000-\$5,000 range. Discussion ensued around the City's project and other fencing issues.

Mr. Remillard also reported on work being done over February break to the water lines at Wheelock School, launching a revitalized recycling program, Franklin School bathroom update, and fire department inspections. Discussion ensued around the safety report conducted last spring and implementation of the changes, necessity to find a solution, year to year comparison, plan of action from principals, repercussion of repeat issues, and scheduling of the inspection during the school year.

Ms. Kathleen O'Donnell asked about and discussion took place regarding space issues at Symonds and the use of a storage space for student activities and other areas around the district that create fire safety concerns when programs are developed without the proper planning to meet the needs. Mr. Gurney to look into and report on the space at Symonds currently being used for strings program.

Mr. Carl Panza raised the question of cost to maintain the middle school building and the building at 34 West Street in the event they do not sell and Mr. Remillard replied it is work in progress.

Bio-diesel Update

Mr. William Gurney provided an update on the bio-diesel production facility being built by Keene State College on Water Street and claimed they are about ready to go into business. He explained that KSC recently offered the district a price of 20% off market value. He reminded the committee that we are locked into a contract with First Student for another few years and talked about the escalator clause in that contract. Mr. Gurney anticipates starting fresh at the new middle school with all new equipment being bio-diesel and hopes in the future to make a conversion at the high school. Mr. Donegan brought up and discussion ensued around cost analysis issues, volume of the plant, potential savings to First Student and location of the plant.

Keene Middle School Building Committee Update

Mr. Neil Donegan announced an upcoming meeting on November 12th and agenda issues will be reviewing the RFP, clerk of the works, and bids going out to the 8 contractors in December with return and decision in January for ground breaking in March. He reports engineering about 80% complete and the addition of climate control in a part of the building that was not originally planned for.

8. Other

Mr. Tom Remillard presented a fee waiver request from Nelson School for their theater residency and Children's Stage Adventure program. Discussion ensued.

Mr. Neil Donegan made a motion to recommend the Keene School Board of Education approve the waiver of rental fee request from Nelson School. Mrs. Kristin Blais seconded. Vote taken, motion passes 3-0.

Mr. Tom Remillard presented a fee waiver request from the Swampbats and spoke about their contribution to the repair of the lights at Alumni field. Discussion ensued on them being good tenants, baseball team usage, lighting system and energy costs on the field, charges to other programs that use the field, number of games played and balance of cost to the district.

Mrs. Carol Brown suggested it be very clear that if the waiver is granted it is due to their generosity in contributing to the repair of the lights. Discussion ensued.

Mr. Neil Donegan made a motion to recommend that the Keene School Board of Education approve the waiver of rental fee request from the Swampbats in the amount of

\$5,563.82 based on their in-kind contribution to the School District at Alumni Field. Mrs. Kristin Blais seconded. Vote taken, motion passes by a vote of 3-0.

Mr. Tom Remillard presented a fee waiver request from Babe Ruth for two separate invoices, totaling \$3,918.15 and spoke to the request. Discussion ensued around their contribution to repair the lighting at Alumni Field, history of repeated requests based on limited programs for that age level and labor issues.

Mr. Neil Donegan made a motion to recommend the Keene School Board of Education approve the waiver of rental fee request from Babe Ruth Baseball in the amount of \$2,700 based on their in-kind contribution to the School District at Alumni Field. Mrs. Kristin Blais seconded. Vote taken, motion passes by a vote of 3-0.

Mr. Tom Remillard presented a fee waiver request from Brian Mattson of the City of Keene for a performance and event to be held on January 24, 2010 to celebrate Martin Luther King and Jonathan Daniels. He reported estimated costs associated with the program to be \$1,500. Discussion ensued around the definition of substantial fees, the city opening their own buildings, custodial fees, event manager fee, the city's budget, direct labor costs, lamping charges and room rental fees. Consensus of the committee is to have a discussion with Mr. Mattson and gather further details to bring back to the table next month.

Mr. Neil Donegan made a motion to adjourn the meeting. Mrs. Kristin Blais seconded. Vote taken, motion to adjourn passed by a vote of 3-0.

Meeting adjourned at 7:34 p.m.

Respectfully submitted,

Dru Fox
Stenographer

Revised: 11/17/09 (pjd)